

Print or type complete mailing address of office preparing requisition

For MDC use only

Finance Number

FEDSTRIP Address Code

Julian Date

Requisition No.

Page No.

Postal Stock Number (PSN) or  
Postal Service Item Number (PSIN)

Quantity

Unit Issue

Description

Unit Price

Estimated Cost

Fold  
First

5

10

15

Grand Total Amount of Order \$

Send originals only

Mail to:

SUPPLY REQUISITIONS  
MATERIAL DISTRIBUTION CENTER  
500 SW GARY ORMSBY DR  
TOPEKA KS 66624-9702

## Authorizations

Name of Material Accountability Officer or Designate

Signature and Date

Name of Authority Certifying Funds

Signature and Date

Area Code and Telephone Number